

CONFIDENTIAL

1 October 1953

25 YEAR RE-REVIEW

MEMORANDUM FOR: Deputy Director of Training (General)

FROM : Acting Chief, Plans & Policy Staff

SUBJECT : Weekly Activities Report--Period - 25 September - 1 October 1953

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1. Project 52-19, Revision of CIA Regulation [redacted] DD/P signed off on this regulation, and it has been transmitted to [redacted] for publication this date. ~~Memorandum to all Training Liaison Officers sent out announcing publication of this regulation and dispatch to them of a number of CIA Forms, No. 51-133, to be used, under the regulation for requesting external training.~~ Support Staff is accomplishing distribution of the forms.

Upon promulgation of this regulation all requests for external training, including Department of Defense Schools and Colleges will be made on CIA Form No. 51-133 in accordance with the regulation.

2. Project 52-37, Collection Manual. Writing continues. Without further interruptions, it is hoped that the first draft will be completed this month. Essential rewriting, editing, indexing, and retyping will require at least another two weeks. Thus the target date for presenting the material for thorough review by the staff of IT/D is 13 November. Every effort will be made to beat this schedule if possible. [redacted] 25X1 has been assigned to [redacted] to assist in this project. 25X1

Project 52-41, Training Liaison Officers. The minutes of the last DD/I and DD/A Training Liaison Officer meetings will be submitted to the Director of Training Tuesday next.

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4. Project 53-3, Training Bulletins. [redacted] advises that the two Bulletins - remarks of Mr. Dulles and General Cabell - will be transmitted to S/PP in a few days.
5. Project 53-5, CIA Regulation on Clerical Training. DD/P signed off and this regulation transmitted this date to [redacted] for promul- 25X1 gation.
6. Project 53-6, CIA Regulation on Management Training. 25X1 [redacted] has reviewed this regulation and returned a revised version to S/PP for consideration. S/PP will prepare regulation for approval of Director of Training.

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JOB NO. BOX NO. FLD NO. DOC. NO. 57 NO CHANGE  
IN CLASS/ DECLASS/ CLASS-CHANGED TO: TS S(C) RET. JUST. 22  
NEXT REV DATE 89 REV DATE 11 REVIEWER  
NO. PGS 2 CREATION DATE ORG COMP 11  
REV CLASS C REV COORD. AUTH:

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7. Project 53-13, Glossary of Intelligence Terminology. [redacted] 25X1  
clerk, arrived for duty in this office on 25 September, and currently is rebuilding the working files for the Glossary in order to have it ready to receive the flow of suggestions for changes that is expected to follow distribution of the printing now in process. The object is to be prepared to proceed as efficiently as possible toward early preparation of an extensively revised edition.
8. Project 53-41, Comparison between Training Requirements and Training Requests. Basic budget data has been computed and entered on the form developed for this purpose. Actual costs of approved training requests still in process of compilation. Target date for completion is Wednesday next week.
9. Project 53-49, Training for Emergency Officers. Memorandum to [redacted] 25X1  
of SO containing OTR recommendations on this subject dispatched. Memorandum to [redacted] requesting comprehensive plans for training emergency officers in first aid also dispatched. Further liaison between SO and OTR, if required, to be conducted by [redacted] 25X1

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